

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 105
JUNE 10, 2015 – WORK SESSION**

**Public Works
Summary Minutes**

Work Session was held between the County Commissioners and Public Works on Wednesday, June 10, 2015, at 9:00 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: **Helen Price Johnson, Chair**
 Richard Hannold, Member
 Jill Johnson, Member

Staff: Pam Dill

Staff Present: **Bill Oakes, Director, Steve Marx, Connie Bowers, Catherine Kelly, Becca Blackman, Jan Van Muyden, Colleen Jokinen, Phil Cohen**

Record @ 00:05

Add-on

Subject/Description: Diking District # 4

Attachment: none

Information: Diking District #4 public meeting for levy assessment will be held tonight. Next step is for the Board of Appraisers to finalize their recommendation to the Commissioners and then the Commissioners will hold a public hearing.

Subject/Description: Ala Spit Restoration Project

Attachment: none

Information: Bill informed the Board that Public Works received the Corp of Engineers permit and are ready to advertise for bids.

Public Works

Subject/Description: Comprehensive Plan Transportation Element – Contract Extension

Attachment: Memorandum dated 5/22/15 from Doug Cox, to BOCC

Action Requested: Approval to extend contract period to December 31, 2015 in order to allow for Transpo Group to continue to refine the deliverables and support a final round of public meetings.

Follow up: Okay with full Board.

Subject/Description: Proposed Central Whidbey Bicycle Routes 2020-2021 Transportation Alternative Program (TAP) Project Application

Attachment: Memorandum dated 6/10/15 from Catherine Kelly, to BOCC

Action Requested: Grant application to develop a formal bicycle route along rural roads encircling Central Whidbey Island by adding bicycle wayfinding signs widening shoulders where needed; Amount: \$86,500.00.

Follow up: Okay with full Board.

Subject/Description: GIS Application Demo

Attachment: yes

Information: Bill Oakes and Becca Blackman provided an ArcGIS Explorer mapping demonstration.

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 106
JUNE 10, 2015 – WORK SESSION**

Roads

Subject/Description: Amendment No. 1 Turnback Agreement TB1-0247-Dike Road

Attachment: Turnback Agreement TB1-0247

Action Requested: Approval of Turnback Agreement, Amendment No. 1, between WSDOT and Island County; Dugwalla Bay Mitigation Site Dike Road.

Follow up: Okay with full Board.

Surface Water

Subject/Description: Revision – CDP 13-04 South Maxwellton Road Outfall

Attachment: Memo dated 6/10/15 from Phil Cohen to BOCC

Action Requested: Approval of a revision to the County Drainage Project 13-04 for the South Maxwellton Road Outfall; Funding for this project has come from REET 2 and CWU funds; Cost Increase: \$323,261.00

Follow up: Okay with full Board.

Subject/Description: Revision - CDP 14-03/ Call for Bid for W. Camano @ Chapman Overflow Project

Attachment: Memo dated 6/10/15 from Phil Cohen to BOCC; map

Action Requested: Approval of a revision to the County Drainage Project 14-03 for West Camano at Chapman Overflow; Funding for this project is from REET 2; Cost Increase: \$47,500.00.

Approval to advertise for bids for the construction of a stormwater overflow culvert under N. Camano Dr. north of Chapman Road. Project will require closure of the section of SW Camano Drive north of Chapman Road and south of Serene View Road for up to 3 days. Funding for this project is from the REET 2 fund; Amount: \$115,409.00.

Follow up: Okay with full Board.

Parks

Subject/Description: Recreation & Conservation Office Youth Activities Facilities Grant 15-1301-D Rhododendron County Park

Attachment: Memo dated 6/10/15 from Public Works – Parks to BOCC

Action Requested: Island County Parks is seeking a Youth Activities Facilities Grant for \$25,000.00 for the purpose of replacing an aging irrigation system, and to renovate parts of athletic fields.

Follow up: Okay with full Board.

**Human Resources
Summary Minutes**

Work Session was held between the County Commissioners and Human Resources on Wednesday, June 10, 2015 at 10:10 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Helen Price Johnson, Chair
Richard Hannold, Member
Jill Johnson, Member

Staff: Pam Dill

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 107
JUNE 10, 2015 – WORK SESSION**

Staff Present: Bruce Rohm

Others Present: Dave Wechner, Planning Director

Record @ 01:07:35

Subject/Description: Job Requisitions

Attachment: yes

Action Requested:

Public Works

- Solid Waste Attendant, .40 FTE Replacement, R-6, #057/15
Commissioner Johnson moved to approve Job Requisition #057/15. The motion was seconded by Commissioner Hannold and carried unanimously.
- Administrative/Program Assistant, Replacement, NR-8, #056/15
Commissioner Johnson moved to approve Job Requisition #056/15. The motion was seconded by Commissioner Hannold and carried unanimously.

Sheriff

- Corrections Deputy, Replacement, GC 9 , #054/15
Commissioner Johnson moved to approve Job Requisition #054/15. The motion was seconded by Commissioner Hannold and carried unanimously.

Superior Court

- Juvenile Detention Manager, Replacement, NR-13, #053/15
Commissioner Johnson moved to approve Job Requisition #053/15. The motion was seconded by Commissioner Hannold and carried unanimously.
- Juvenile Probation Counselor, Replacement, C-10 #055/15
Commissioner Johnson moved to approve Job Requisition #055/15. The motion was seconded by Commissioner Hannold and carried unanimously.

Subject/Description: Personnel Status Change Forms

Attachment: yes

Action Requested:

- Anne Nysether – Assessor
Commissioner Hannold moved to approve the Memorandum of Agreement by and between Island County and WSCCCE-Local-1845. The motion was seconded by Commissioner Johnson and carried unanimously.
- Amanda Almgren – Planning Department – Okay with full Board.
- Charlene Ray - Human Services – Okay with full Board.

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 108
JUNE 10, 2015 – WORK SESSION**

**Human Services
Summary Minutes**

Work Session was held between the County Commissioners and Human Services on Wednesday, June 10, 2015, at 10:20 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: **Helen Price Johnson, Chair** **Staff: Pam Dill**
 Rick Hannold, Member
 Jill Johnson, Member

Staff Present: **Jackie Henderson, Director**

Others Present: **Larry Van Horn, Facilities Director**

Record @ 01:18:37

Subject/Description: Facility update – 105 NW 1st Street

Attachment: Ltr from Coast Real Estate Services dated 6/3/15 to Larry Van Horn

Information: Compass Health intends to move to the Service Alternatives Building located on First Street in Coupeville. They plan on some minimal tenant improvements and are targeting December 22, 2015 as a move in date. Larry has offered his help to move the timeline along as quickly as possible.

Subject/Description: Update on Integration Development of the Regional Behavioral Health Organization (BHO)

Attachment: yes

Information: Jackie briefed the Board on the progress of the change over from a Regional Support Network (RSN) to a Behavioral Health Organization scheduled for April 1, 2016.

**Prosecuting Attorney
Summary Minutes**

Work Session was held between the County Commissioners and Prosecutor on Wednesday, June 10, 2015, at 10:45 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: **Helen Price Johnson, Chair** **Staff: Pam Dill**
 Richard Hannold, Member
 Jill Johnson, Member

Present: Greg Banks, Prosecuting Attorney, Jennifer Wallace

Others Present: John Kent, Central Services Director, Tom Beard

Record @ 01:43:55

Subject/Description: Shortage of server space for case management system; age and lack of support for existing server

Attachment: graph, quotation

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 109
JUNE 10, 2015 – WORK SESSION**

Action Requested: Approval of a budget adjustment to pay for upgrading and re-hosting case management system; Courtview Justice Solutions; Amount: \$6154.00.

Follow up: Okay with full Board to move forward to a Tuesday consent agenda.

**Sheriff
Summary Minutes**

Work Session was held between the County Commissioners and the Sheriff on Wednesday, June 10, 2015 at 11:10 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Helen Price Johnson, Chair **Staff:** Pam Dill
Richard Hannold, Member
Jill Johnson, Member

Staff Present: Wylie Farr

Record @ 02:05:46

Subject/Description: Interlocal Agreements with Oak Harbor PD, WA State Parks, Langley PD, Coupeville Marshalls office, DEM

Attachment:

Action Requested:

- Interlocal Agreement with Island County Sheriff's Office and Oak Harbor Police Department in regards to Homeland Security Grant E15-194; \$37,720.16.
- Interlocal Agreement with Island County Sheriff's Office and Coupeville Marshall's Office in regards to Homeland Security Grant E15-194; \$12,120.08
- Interlocal Agreement with Island County Sheriff's Office and Department of Emergency in regards to Homeland Security Grant E15-194; \$5,450.00
- Interlocal Agreement with Island County Sheriff's Office and Washington State Parks in regards to Homeland Security Grant E15-194; \$5,917.16
- Interlocal Agreement with Island County Sheriff's Office and Langley Police Department in regards to Homeland Security Grant E15-194; \$11,940.88

Follow-up: Okay with full Board to move forward to Tuesday's agenda.

Subject/Description: PO 9936 Replace 9935 (Voided) new purchase one interceptor

Attachment: Addendum 1, PO #9336

Action Requested: Approval of Purchase Order 9936 - Columbia Ford Nissan for one (1) Police Interceptor Utility Vehicle to provide local law enforcement services within the County. This Purchase Order replaces Purchase Order No. 9935. State Contract No. 03713-Police Vehicles; Amount: \$33,002.26.

Follow-up: Okay with full Board to move forward to Tuesday's agenda.

Subject/Description: PO 9937 Replace 9934 (Voided) new purchase six Dodge Chargers

Attachment:

Action Requested: Purchase Order 9937 – Dwayne Lane's Chrysler Jeep Dodge for purchase of six (6) patrol vehicles to provide local law enforcement services within the County. This Purchase Order replaces Purchase Order No. 9934. State Contract No. 03713-Police Vehicles; Amount: \$186,095.25.

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 110
JUNE 10, 2015 – WORK SESSION**

Follow-up: Okay with full Board to move forward to Tuesday's agenda.

Subject/Description: Contract with Dr. Young

Attachment:

Action Requested: Pulled.

**Central Services
Summary Minutes**

Work Session was held between the County Commissioners and Central Services on Wednesday, June 10, 2015, at 11:15 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Helen Price Johnson, Chair
Rick Hannold, Member
Jill Johnson, Member

Staff: Pam Dill

Staff Present: John Kent, Director

Record @ 02:12:00

Subject/Description: Internet Service Provider

Attachment: Internet Service Provider Recommendation

Information: IT issued an RFP on April 9, 2015 requesting proposals for Internet services. Comcast, Frontier, WAVE and Whidbey Telecom submitted proposals. Whidbey Telecom opted out of the process as they have no suitable presence in the Coupeville area; Comcast's proposal was 50% higher than Frontier and WAVE.

The Frontier and WAVE proposals were compared on a side by side basis and the WAVE proposal was judged superior in all regards except price; WAVE - \$2000/month/Frontier - \$1700/month. John Kent recommended the WAVE proposal be accepted.

Follow up: Okay with full Board.

**Planning & Community Development
Summary Minutes**

Work Session was held between the County Commissioners and the Planning Department on Wednesday, June 10, 2015 at 11:30 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Helen Price Johnson, Chair
Richard Hannold, Member
Jill Johnson, Member

Staff: Pam Dill

Staff Present: David Wechner, Director, Paula Bradshaw

Record @ 02:29:42

Subject/Description: Hearing Examiner Contract

Attachment: Memo dated 6/10/15 from Dave Wechner to BOCC

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 111
JUNE 10, 2015 – WORK SESSION**

Action Requested: Approval to extend Hearing Examiner, Michael Bobbink's, contract for six (6) months during which time he will be required to obtain general liability insurance and negotiate a contract with Dyke Ehrlichman for pro-tem services.

Follow up: Okay with full Board.

Subject/Description: Resolution establishing a Formal Review and Scope of Work for the Comprehensive Plan

Attachment: yes

Action Requested: *Commissioner Hannold moved to schedule Resolution C-67-15 for public hearing on Tuesday, June 23, 2015 @ 10:15 a.m. The motion was seconded by Commissioner Johnson and carried unanimously.*

Commissioner Hannold amended the motion to change the time of the public hearing to 6:00 p.m. The amended motion was seconded by Commissioner Johnson and carried unanimously.

**Health Department
Summary Minutes**

Work Session was held between the County Commissioners and the Health Department on Wednesday, June 10, 2015, at 11:45 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Helen Price Johnson, Chair
Richard Hannold, Member
Jill Johnson, Member

Staff: Pam Dill

Staff Present: Keith Higman, Director, Michele Tefft

Administration

Record @ 02:40:35

Subject/Description: Island County Health Officer Agreement with Dr. Brad Thomas

Attachment: HD-11-15

Action Requested: Approval of Waiver of Competitive Solicitation and contract with Dr. J. Bradley Thomas; Performance Period: June 17, 2015 through June 16, 2017; Contract Amount: \$109,095.00.

Follow up: Okay with full Board to move forward to a Tuesday consent agenda.

Add-on

Subject/Description: NACo Prescription Discount Cards – Available for Island County Residents

Attachment: Draft Press Release

Discussion: Keith Higman will contact local pharmacies to make sure they are aware of the program and give them a heads up about the press release. Commissioner Price Johnson will make some modifications to the press release and once she hears back from Keith will send it out to the press.

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 112
JUNE 10, 2015 – WORK SESSION**

**Commissioners Agenda
Summary Minutes**

The County Commissioners met during Work Session on Wednesday, June 10, 2015 at 11:55 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA.

Present were:

County Commissioners: **Helen Price Johnson, Chair**
 Richard Hannold, Member
 Jill Johnson, Member

Staff: Pam Dill

Others Present: **Elaine Marlow, Budget Director**

Record @ 02:53:20

Subject/Description: **Consider appointment to the Board of Equalization**

Attachments: yes

Action Requested: The Board considered the applicant for the Board of Equalization.

Follow up: Okay with full Board to move recommendation forward to Tuesday's agenda.

Subject/Description: **Consider appointment to the Lodging Tax Advisory Committee**

Attachments: yes

Action Requested: The Board considered the applicants for the Lodging Tax Advisory Committee.

Follow up: Okay with full Board to move recommendation forward to Tuesday's agenda.

Subject/Description: **Consider appointment/reappointment to the Island County Housing Advisory Board**

Attachments: yes

Action Requested: The Board considered appointments and reappointments to the Island County Housing Advisory Board.

Follow up: Okay with full Board to move recommendation forward to Tuesday's agenda.

**Budget Director/GSA
Summary Minutes**

Work Session was held between the County Commissioners and the Budget Director on Wednesday, Jun3 10, 2015, at 1:00 p.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: **Helen Price Johnson, Chair**
 Rick Hannold, Member
 Jill Johnson, Member

Staff: Pam Dill

Staff Present: **Elaine Marlow, Budget Director**

Others Present: **Larry VanHorn**

Record @ 03:04:38

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 113
JUNE 10, 2015 – WORK SESSION**

Subject/Description: Review of prior year results, current year and financial forecast, including 2016 budget assumptions

Attachments: yes

Information: Elaine Marlow reviewed 2015 current expense and assumptions for 2016. She also provided a monthly financial report for May and requested feedback from the Board on the graphs provided in the report.

Follow up: Next work session – Current expense 6 year projections & restricted funds.

Subject/Description: Property management transition

Attachment: yes

Information: Larry VanHorn indicated that property management was basically 100% handed over to Facilities with GSA available as a safety net as they move forward.

WSU / Extension Services

Summary Minutes

Work Session was held between the County Commissioners and WSU/Extension on Wednesday, June 10, 2015, at 2:00 p.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Helen Price Johnson, Chair
Richard Hannold, Member
Jill Johnson, Member

Staff: Pam Dill

Staff Present: Tim Lawrence, Director

Others Present: Elaine Marlow, Budget Director

Record @ 4:32:22

Subject/Description: Noxious Weed Enforcement

Attachment: none

Information: Tim Lawrence discussed with the Board the appropriate process for control of Class B noxious weeds on private property.

Add-ons

Subject/Description: Amendment to contract between WA State Department of AG & Island County Noxious Weed Control Board

Attachment: none

Action Requested: Approval of Amendment No. 1 to contract between WA State Department of Agriculture and Island County Noxious Weed Control Board for the control of Spartina. This amendment provides additional funding for the ongoing project to survey and control Spartina in Island County until June 30, 2015. Contract No. K1143; Amount: \$5,000.00.

Follow up: Okay with full Board to move forward to a Tuesday agenda.

Subject/Description: Service Agreement

Attachment: none

Action Requested: Approval of Amendment No. 1 to the Services Agreement with Patrick Cole, DBA Wildlands Management. This amendment provides additional funding for the project to survey and control Spartina in Island County through June 30, 2015. Amount: \$4,300.00.

BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 114
JUNE 10, 2015 – WORK SESSION

Follow up: Okay with full Board to move forward to a Tuesday agenda.

BOARD OF COUNTY COMMISSIONERS
ISLAND COUNTY, WASHINGTON

Helen Price Johnson, Chair

Richard M. Hannold, Member

Jill Johnson, Member

ATTEST:

Debbie Thompson, Clerk of the Board